

## Northlake Homeless Coalition FY2025 Continuum of Care (CoC) Application Request for Proposals (RFP) 2025-001

### Project Types: Transitional Housing (TH) or Supportive Services Only – Outreach (SSO-Outreach)

The Northlake Homeless Coalition (NHC) invites all eligible organizations (501c3 nonprofit organizations, faith-based organizations, government entities, Indian tribes and tribally designated housing entities, faith-based organizations and public housing agencies) to submit a project application for a new project that will serve homeless individuals and families in one or more parishes in the Florida Parishes Region (Livingston, St. Helena, St. Tammany, Tangipahoa and Washington Parishes). **NHC will make \$539,083 available to eligible Transitional Housing and/or Supportive Services Projects.**

#### I. Key Definitions

- A. Evidence-based approach: a project or process that "employ[s] strong use of data and evidence, including the cost-effectiveness and impact of homeless programs on positive housing outcomes, recovery, self-sufficiency, and reducing homelessness." Examples include but are not limited to "rates of positive housing outcomes, such as reduced length of time homeless and reduced rates of return to homelessness; improvements in employment and income; and improvements in overall well-being, such as improvement in mental health, physical health, connections to family, and safety."
- B. Homelessness: Persons who meet categories 1, 3 and 4 of the HUD Homeless definition. See the [HUD Homeless Definition and Recordkeeping](#) Requirements for additional reference.
- C. Rural Cost Category: Section 5707 of the James M. Inhofe National Defense Authorization Act for Fiscal Year 2023 (PL 117-263, December 23, 2022, 136 Stat 2395) amends section 423(a) of the McKinney-Vento Homeless Assistance Act to allow projects in rural areas [as defined in section I.B.2.b.(26) of this NOFO] to use Continuum of Care Program funds to pay for the following eligible activities (*NOTE: For the purpose of this NOFO, St. Helena and Washington Parishes are eligible to for the rural cost category*):
  1. Payment of short-term emergency lodging, including in motels or shelters, directly or through vouchers
  2. Repairs to units in which homeless individuals and families will be housed; or are currently not fit for human habitation.
  3. Staff training, professional development, skill development, and staff retention activities.
- D. Supportive Services Only – Outreach: projects providing services to individuals and families primarily residing in places not meant for human habitation.
- E. Transitional Housing: Transitional housing facilitates the movement of homeless individuals and families to permanent housing. Participants may be served for up to 24 months.
- F. VAWA Budget Line Item: Section 605(a)(2) of VAWA 2022 amends section 423(a) of the McKinney-Vento Homeless Assistance Act to add the following eligible activity to the CoC program Facilitating

and coordinating activities to ensure compliance with the emergency transfer plan requirement in 34 U.S.C. 12491(e) and monitoring and compliance with confidentiality protections in 34 U.S.C. 12491(c)(4). Examples of eligible costs include:

1. Assistance with moving costs
2. Assistance with travel costs
3. Security Deposits
4. Utilities
5. Housing Fees
6. Case Management
7. Housing Navigation
8. Technology to make an available unit safe.

**II. Project Type Determination**

A. In section II.A.1-7 of the NOFO, HUD outlines the following policy priorities:

1. Ending the Crisis of Homelessness on Our Streets
2. Prioritizing Treatment and Recovery
3. Advancing Public Safety
4. Promoting Self-Sufficiency
5. Improving Outcomes
6. Minimizing Trauma

B. After reviewing system performance metrics, coordinated entry (CE) data, feedback from the NHC Providers and Stakeholders Association (PSA) and performing a needs analysis of CE clients with unsuccessful housing outcomes, the NHC determined that Transitional Housing and SSO-Outreach projects would best serve the region while also aligning with the above HUD policy priorities.

**III. Eligible Population by Project Type:**

Transitional Housing may serve people who qualify as homeless under paragraphs (1), (2), or (4) of the homeless definition in 24 CFR 578.3 (i.e., people experiencing literal homelessness, people at imminent risk of homelessness, and people fleeing domestic violence). SSO-Outreach projects serve unsheltered homeless people on the streets and in places not meant for human habitation.

**IV. Eligible Line-Item Costs**

	<b>Transitional Housing</b>	<b>SSO-Outreach</b>
Leasing	X	

Operating Costs	X	
Rental Assistance		
Supportive Services	X	X
HMIS	X	X
Administration	X	X
Rural Cost Category	X	X
VAWA Costs	X	X

**V. Available Funding**

The LA-506 CoC is eligible to apply for a total of \$539,083 for one or more CoC bonus projects, with \$490,076 available for leasing, operating, supportive services, HMIS, rural and VAWA costs and \$49,007 in administrative funds.

**VI. Application Deadline**

**Application Deadline: All applications must be submitted to the Northlake Homeless Coalition by 7:00 pm on Monday, December 15, 2025. Applications must be submitted electronically to Kristen Speaks, [kspeaks@northlakehomeless.org](mailto:kspeaks@northlakehomeless.org).**

**VII. Funding Requirements**

Any organization applying for this funding must agree to the following:

- Adherence to the regulations set forth in the Interim Program Rule (24 CFR Part 578).
- Participation in the Coordinated Access and Assessment System (CAAS), including an MOU agreement outlining the responsibilities of the Continuum of Care and the CoC-funded agencies. Accept clients from the CAAS system, which prioritizes clients based on the Place Value Assessment tool as detailed in the CAAS Policies and Procedures.
- Current good standing as an NHC member agency or willingness to become an NHC Member Agency and adhere to the NHC Partnership Agreement, which outlines the roles of the CoC and the funded agency, including the annual agency fee currently set at a rate equal to 2.1% of the total CoC funding awarded to the agency.
- Match Funding (cash or in-kind) for the project in accordance with the Interim Program Rule.
- Participate in twice monthly navigation meetings to facilitate transition of clients into the program.
- Transitional Housing projects must provide each participant with 40 supportive service hours per week. The supportive services requirement can be offset by employment hours.
- All projects must submit a written service participation requirement contract that project participants must agree to in order to be eligible for the project.

## **VIII. Budget**

The Northlake Homeless Coalition will assist the selected recipient in developing a more detailed budget, in line with allowable costs for the HUD CoC Program. All HUD Budget Line Items (except Leasing) require a 25% match. For this NOFO, a minimum of 20% of your budget must be allocated to the provision of supportive services.

For further information about the HUD CoC Program, see the HUD Exchange, <https://www.hudexchange.info/>, or the National Alliance to End Homelessness website, [www.naeh.org](http://www.naeh.org).

## **IX. Meetings and Deadlines**

- RFP Information Conference: Tuesday, December 9, 10:00 am – Noon at the Safe Haven Conference Room, 23577 Martin Way, Mandeville, LA 70448
- [RFP Information Conference 2](#): Online Option December 10, 1:00 pm – 2:30 pm ([Register Here](#))
- Deadline for submitting proposal to NHC: Monday, December 15, 2025, 7:00 pm
- CoC Evaluation Committee Convenes: Tuesday, December 16 – Friday, December 19
- NHC informs applicants whether they were selected: December 23<sup>rd</sup>.
- Selected agency must complete e-snaps application no later than January 7<sup>th</sup>.
- Anticipated Notification of Project Funding from HUD: Spring 2026
- Anticipated Project Start: Fall 2026

## **X. Proposal Format**

Your proposal, no more than 10 pages, must address the following:

1. New Project Threshold Review Form (not included in page limit)
2. Interest and Organizational Experience (10 points) - Describe your agency's experience and past performance in providing housing placement, employment search, planning for financial self-sufficiency, direct financial assistance and supportive stabilization services, especially experience providing housing and services to homeless individuals and families. Include past performance on other HUD-funded projects or similar projects, if applicable. Include experience with coordinated entry, street outreach rapid rehousing, transitional housing, permanent supportive housing or other similar programs.
3. Performance and Outcomes (20 points) – Describe how your agency will contribute to improving the HUD homeless housing outcomes for the region, specifically exits to permanent housing, returns to homelessness, income and employment outcomes, and HMIS (or comparable) data quality/timeliness. New projects will be evaluated on available past performance outcomes and the strength and clarity of proposed outcomes.

- a. Exits to Permanent Housing: plan to achieve at least 80% of permanent housing outcomes for participants.
  - b. Returns to Homelessness: plan to achieve less than 10% returns to homelessness within 12 months.
  - c. Income and Employment Outcomes: plan for workforce partnerships, mainstream benefits enrollment, and employment training opportunities.
  - d. Data Quality and Timeliness: plan to complete APRs on time, low data quality error rates, and active data use for case management and system performance.
4. Supportive Services, Treatment and Participation (30 points): Describe how you have provided effective case management to homeless, disabled or other special needs populations in the past using trauma-informed practices. Describe your program and the evidence-based practices and interventions used by your staff. Attach a resume of the person who will provide supervision and the case manager, if known. Describe the job duties and qualifications of the employees you will hire to provide these services and include a resume from the person who will supervise this staff. Detail your staffing plan, staff to participant ratio and what percentage of the total grant will be dedicated to the supportive services budget line item. Describe your service participation requirement, how it is tied to an individualized case plan, and what partnerships are in place to provide employment behavioral health, SUD treatment, childcare and life skills. Describe your agency's plans to acquire further training and expertise in evidence-based best practices.
  5. Coordination, Public Safety and Partnerships (10 points): Describe how your project will maximize the use of mainstream and other community-based resources when serving people experiencing homelessness. Describe how the project will work closely with public and private healthcare and organizations and assist program participants to receive primary care, receive housing related services and obtain medical insurance to address healthcare needs. Include partnerships with FQHCs, behavioral health providers, employment training programs etc. Describe how your project will actively coordinate with law enforcement and encampment strategies to improve public safety.
  6. Financial Capacity (15 points) - Submit the most recent independent audit (and A-133 audit if applicable). Estimate your cost per household and your cost per permanent housing exit. Detail your plan to prove match, leveraged resources and a sustainability plan beyond CoC funds. Provide information on prior HUD performance, audit and monitoring history, staffing, board oversight, internal controls.

**Attachments: (mandatory to be considered for selection) (attachments not considered in page limit):**

- Attach a copy of your most recent annual Financial Audit.
- Attach proof of nonprofit tax-exempt status if your agency is a non-profit organization.
- Resume of supervisor
- Job Description(s) for project staff

- Match Commitment letter (25% of budget) indicating source of matching funds and uses of those funds on project activities.
- MOUs and Partnership Agreements with healthcare and other service providers (if applicable)
- Service Participation Requirement Contract

Before submitting a project application, all applicants should read the following:

- [FY 2025 CoC Program Competition NOFO](#)
- [CoC Program Interim Rule](#)

For further questions or assistance, please contact Northlake Homeless Coalition Executive Director Amanda Stapleton at [astapleton@northlakehomeless.org](mailto:astapleton@northlakehomeless.org).